

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

April 6, 1999

FROM: JOHN MICHAELSON, Assistant County Administrator
Social Services Group

**SUBJECT: AUTHORIZE THE PURCHASE OF 10 VEHICLES AND 9 COPY MACHINES
FOR SOCIAL SERVICES GROUP DEPARTMENTS**

RECOMMENDATION:

1. Authorize the purchase of 10 vehicles and 9 copy machines for the Social Services Group Departments.
2. Authorize the Auditor/Controller to transfer appropriation within the FY 98/99 SSG Administration Budget AAA DPA DPA as follows:

Increase account	4040	\$103,500	Decrease account	3120	\$333,500
Increase account	4050	\$230,000			

BACKGROUND: Social Services Group (SSG) maintains a fleet of 369 vehicles for use by field assigned staff including Fraud Investigators, Adult and Children's Social Workers, Warehouse staff and supervisors traveling to multiple sites. Fleet vehicles are mandated for transporting abused and neglected children and adults. In addition, fleet vehicles are more cost efficient than paying private mileage to field assigned staff.

The FY 98/99 Final Budget for Social Services Group (SSG) included authorization to purchase 40 replacement and additional vehicles. 68 more vehicles were approved mid year based on substantial State/Federal funding to expand Social Services Programs and increase staffing levels. However, several of the SSG departments have demonstrated an ongoing need for additional four-wheel drive vehicles at a cost of approximately \$23,000 each.

The vehicles would be used primarily in the desert and mountain areas by Adult and Children's Protective Services Social Workers. These vehicles would enhance the number of four-wheel drive vehicles available and insure that emergency calls are responded to in a timely manner, particularly during adverse weather conditions and or remote unpaved roads.

An additional 9 copy machines are also required for the expansion of the SSG departments, at a cost of approximately \$11,500 each. It is anticipated that several new SSG buildings will be activated within the next few months to support the program expansion. The additional copiers will be located in the new buildings.

Action of the Board of Supervisors

**SUBJECT: AUTHORIZE THE PURCHASE OF 10 VEHICLES AND 9 COPY MACHINES
FOR SOCIAL SERVICES GROUP DEPARTMENTS**

REVIEW BY OTHERS: The Purchasing Department has reviewed this action.

FINANCIAL DATA: The requested purchase will be reimbursed by State/Federal sources with the local share met by the State mandated maintenance-of-effort for the various Social Services programs. The local source of funding includes general fund and realignment sales tax associated with Social Services programs. No additional local funding is required.

There is sufficient funding in the FY 98/99 SSG Administration Budget to meet the cost of the vehicle purchase.

SUPERVISORIAL: All

PRESENTER: John Michaelson, Assistant County Administrator for Social Services Group